

**Monroe County Early Intervention Program  
Providers in Partnership (PIP) Meeting  
August 15<sup>th</sup>, 2012  
2:00-4:00pm  
Regional Center for Independent Living  
497 State St.  
Rochester, NY 14608  
442-6470**

**AGENDA**

**Scribe- EIOD  
Facilitator- DT  
Timekeeper- ISC**

**Announcements / Sharing**

All          10 min

- OSC Agencies- Service Coordinators, Provider Agencies & County- any new providers or ISC's?
- Date of October PIP meeting- Monday October 15<sup>th</sup> to coincide with CPSE meeting. PIP will meet from 1:00-2:30pm and then PIP will meet with CPSE from 2:30-4:00pm. Location: Brighton Central School District Admin building, 2035 Monroe Ave., Rochester, NY 14618. September PIP meeting remains as is- Wed, September 12<sup>th</sup>, at Stepping Stones Learning Center, 2-4pm.
- Medicaid In Education Training Year 3/Phase III (see details under "Preschool" below)

**Important Numbers**

- EIOD fax numbers for program reviews  
Chasa Petroski 324-1744; Cindy Mizerny 324-1750
- [BEI@health.state.ny.us](mailto:BEI@health.state.ny.us) Request from state that questions be sent to this e-mail Address
- NYEIS Help Desk [NYEIS@cma.com](mailto:NYEIS@cma.com) or 1-518-640-8390. NYEIS is recommending e-mail vs. calling since all counties are now on NYEIS
- NYEIS information line- 518-474-3914 to hear vital updates that may impact the immediate use of NYEIS
- CMA (who developed NYEIS) has a website with additional resources  
<http://www.cma.com/Solutions/NYEarlyInterventionInformation.html>
- Commerce Accounts Management System for difficulties with your HPN or HIN account and/or to re-set your account password. 1-866-529-1890
- Inform the following people of changes in contact info:
  - County- Denise Edelman [dedelman@monroecounty.gov](mailto:dedelman@monroecounty.gov) and cc Ann Marie Stephan [astephan@monroecounty.gov](mailto:astephan@monroecounty.gov) (for EI and preschool providers) and Vicki Murphy [vmurphy@monroecounty.gov](mailto:vmurphy@monroecounty.gov) (if you are a preschool provider)
  - County- [MCPurchasing@monroecounty.gov](mailto:MCPurchasing@monroecounty.gov); [dcowan@monroecounty.gov](mailto:dcowan@monroecounty.gov) (Controller's Office)
  - NYSDOH Provider Approval Unit- Nancy Mabie [NVM03@health.state.ny.us](mailto:NVM03@health.state.ny.us)  
Provider Approval Fax # 518-486-1090
  - HEG- Sara D'Amico [sdamico@heginc.com](mailto:sdamico@heginc.com)
  - [NYSSHSP@pcgus.com](mailto:NYSSHSP@pcgus.com) (866) 912-2974 (Questions regarding Random Moment in Time Study- Preschool Providers ONLY)
- Kinney Help Desk 518-371-0176 x127
- Provider Availability Grid- please email Leisa Sabernick at [lsabernick@monroecounty.gov](mailto:lsabernick@monroecounty.gov) if you need access to the grid to post your availability. Please update weekly.  
[https://www.editgrid.com/mceip/rschumac/Provider\\_Availability](https://www.editgrid.com/mceip/rschumac/Provider_Availability)
- Birth-Five Provider List- please send any edits to Denise Edelman at [dedelman@monroecounty.gov](mailto:dedelman@monroecounty.gov)

## Monroe County Early Intervention Program

### Review of Minutes & Follow Up on Action Items

ALL 10 min

**Action:** Providers may need to review/revise your process regarding date entry into Kinney to reflect the electronic signature. The electronic signature must be completed by the actual therapist who delivered the service. If you have an administrative staff person enter data into Kinney, there needs to be a mechanism in place/step in the process where the therapist then goes in and signs off electronically. Otherwise, those claims are not able to be submitted for reimbursement.

**Action:** Community Information Forum- Please let Ann Marie know if other providers would like to speak and she will share this info with the planning committee. Also send her questions you have for the reps ahead of time. Please think about what providers can do to have a positive impact re communicating concerns and what key state and local reps need to know.

**Action:** Ice Cream Social- The Parent Involvement Committee would like providers to sign up for an activity table. Deb will be sending out the list via email.

**Action:** Providers need to log on Provider Availability Grid and update weekly. Ann Marie to f/u re Contact HQ with the ability to send notifications to complete Provider Availability Grid. Ann Marie to meet with county data manager re improving the grid or design something else.

**Action:** Agencies with Eval teams- Please remind your eval teams re response time back to the ISC's.

**Action:** IFSP Start Date- Call Chasa or Cindy if you need clarification.

**Action:** Team meetings & co-visit for children with autism-billing getting rejected- If you are experiencing this, please contact Ann Marie.

### EI Agenda:

ALL 20 min

- Provider Updates & Availability (eval teams); Provider Availability Grid
- Relevant updates from All County Conference Call
- Reminders:
  - Family Picnic Sunday 9/23/12.
  - Community Information Forum Friday 9/28/12 at MCH.

### Preschool:

- RMTS AMS 10 min
- Goals for October's joint CPSE & PIP meeting. ALL 20 min
- Medicaid in Education Training Phase 3/Year 3 for ALL 2 min  
Relevant Employees.  
[http://www.oms.nysed.gov/medicaid/online\\_training3.html](http://www.oms.nysed.gov/medicaid/online_training3.html)

**Please note:** when you register and you select "Monroe County" the next screen asks you to identify what agency you work for. There is an "other" selection. If you do not see your agency listed or you are an Independent Provider, please select "other" and **write in the name of your agency or Independent Provider.**

**Must be completed by September 1, 2012 per NYSED**

Since it is the responsibility of the county to demonstrate that all "relevant employees" have taken the required training. Please send the info below to Denise Edelman's attention [dedelman@monroecounty.gov](mailto:dedelman@monroecounty.gov)

### **Monroe County Early Intervention Program**

Agencies- please keep a list (labeled Medicaid in Education Training Year 2 and the name of your agency at the top) of all relevant employees and include the following columns: Last name, first name, discipline, role at agency, on-line, in-person training and the date the training was taken.

Independent Providers- please send Denise your name, discipline, role (i.e., Independent Provider), indicate whether you took the training on line or in person and the date you took the training.

Mandatory in person attendance is required for Medicaid Compliance Officers, School Business Officials, PPS/Special Education Directors, and Medicaid Billing Clerks. All other relevant employees must attend either an online or in person session. Contact Cindi Sands at Monroe RIC 585-349-9052 with any question you may have regarding “relevant employees” or visit [http://www.oms.nysed.gov/medicaid/news\\_announcements/online\\_form\\_memo.pdf](http://www.oms.nysed.gov/medicaid/news_announcements/online_form_memo.pdf) for a list of relevant employees.

- **Other:** Suggested topics for future meetings.

5 min

Next Meeting: September 19<sup>th</sup>, 2012 at Stepping Stones Learning Center, 41 Colebrook Dr., Rochester, NY 14617